



## Return to Code 250.2

Instructions for filling out GSFC Form 23-6I [DEVICE], Request for Radiation Safety Committee Action - Ionizing Radiation Producing Device Approval. For additional guidance, refer to GPG 1860.1A (series) "Ionizing Radiation Protection," particularly paragraph 2.1.4.d.

**ALL ITEMS MUST BE LEGIBLE**

1. If you do not have a GSFC Code designation, you must include a valid mailing address on an attached paper.
2. Be sure to check all applicable items.
3. Fill in the device manufacturer, model number, and NASA property number if applicable.
4. List the energy/power range of the device. (Energy is usually expressed in kVp)
5. If the work is to be performed under a contract, indicate which contract, otherwise N/A.
6. If the source does not have a GSFC ID number, the RSC does not have a GSFC Form 23-28I [DEVICE] on file. One must be filled out. If you do not have a copy of the 23-28I [DEVICE] or your copy does not have a docket number, please contact the Safety & Environmental Division, Radiation Safety Office.
7. **NOTE:** If programs and procedures are the same as a previous GSFC Form 23-6I [DEVICE] application, you may refer to the application by the Docket # and explain any differences in detail.
  - a. Attach a description of the program and duration of ionizing radiation device use. All adverse conditions that the device will be subjected to must be included (i.e., exposure to weather, space flight conditions, etc).
  - b. Procedural requirements are explained in GPR 1860.1A, Paragraph 2.1.4.3.e.
  - c. Exact locations of use and storage must be listed. Please specify physical security controls and list all proposed users. Users must have a current GSFC Form 23-35IP on file with the Safety & Environmental Branch and be approved for the Type device to be used. (You may submit a GSFC 23-35IP with this request).
  - d. Describe what the final disposition of the device will be at the end of the program duration.
8. Custodian responsibilities are explained in GPR 1860.1 (series).
9. Approval must be from manager/supervisor other than the custodian of the device(s). Management responsibilities are explained in GPR 1860.1 (series).

**RETURN THE COMPLETED FORM TO CODE 250.2**

If you have any questions concerning this form, please contact  
Safety & Environmental Division, Radiation Safety Office at 301-286-0280.